

FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION

FEBRUARY 10, 2016

8:00PM

CALL TO ORDER & FLAG SALUTE

Council President Lovenduski called the meeting to order and led the Salute to the Flag.

SUNSHINE STATEMENT

The Opening Statement was read by the Township Clerk: Notice was sent to Trenton Times for information; posted on the municipal bulletin board; placed on the web-site on January 7, 2016. Notice was advertised in the Burlington Co. Times on January 3rd and January 10th, 2016.

ROLL CALL

Present: Frank Baldorossi, Paul Ostrander, Jerry Sandusky, Dave Woolston, Ted Lovenduski

Also present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Administrator; Kelly Grant, Esq., Township Solicitor; James E. Biegen, Township Engineer; Joy M. Weiler, Township Clerk

PUBLIC COMMENTS

Council President Lovenduski opened the meeting to the public.

Michael Bunnick, 12 Seventh Avenue, said he represented St. Mary's Romanian Catholic Church. The church received notification that an application was going before the Zoning Board. He wanted to make Council aware that there was an application to convert the former Sandor's Pizza restaurant at 150 Alden Avenue into five residential units. The church is at 180 Alden. There are only just enough spots now for parking at the church. There would be nowhere for the seniors to park if the apartments were approved. He planned to attend the Zoning meeting to voice his concerns. His concerns were for the church. He thanked the Mayor and Council for their time.

Mayor Wilkie said the Council could not really take any position on the application. The applicant was asked to look into making the units COAH. Council discussed it and was not interested. It was a Zoning Board issue. Because of the balance of powers, Council couldn't take a position on what was proposed. He encouraged Mr. Bunnick to attend the Zoning Board meeting.

Administrator Brook told Mr. Bunnick that there had been no encouragement from the township on this application.

Seeing no one else wishing to be heard, it was the MOTION of Sandusky; seconded by Woolston, to close the public comments. Roll call vote – all ayes.

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BUSINESS

At this time Council President Lovenduski called for the last Business Item to be addressed first.

Soil Importation Permit: 500 Cedar Lane

Administrator Brook said there were letters in the packet from Parker McCay concerning the application. It was the First Industrial project on Cedar Lane where there had been blighted buildings that were recently demolished. This was not an uncommon type of request. Because of the municipality's fill importation ordinance, they were requesting to bring in about 70,000 cubic yards of import material so they could achieve the grading that they are seeking from the Planning Board for the preliminary and final site plan approval. The application was also reviewed by Township Engineer James Biegen. Engineer Biegen submitted a report dated February 5, 2016 that outlined his review. The fill importation would be tightly overseen by the township engineer. He would work closely with the applicant and with those that were bringing in the fill material. It all must comply with the approved site plan. This was a municipal permit that had to be obtained in order for them to actually bring the fill in. Engineer Biegen's report was clear and concise. The main issue was how it was brought to the site and that they were cognizant of the residents who live near the site. The route would be from Route 130 directly to the site. If they work closely with the township engineer and are mindful of the residents, there should be no issues at all. There have been other projects that have had to remove or import soil to and from their sites.

Victoria Fannon of Parker McCay appeared representing the applicant. They were seeking a **Fill Importation Permit**. Administrator Brook indicated that there were applications pending before the Planning Board. A public hearing had been scheduled for a preliminary and final site plan approval and a minor subdivision. She believed it was scheduled for February 23, 2016. The applicant needed to secure the Fill Importation Permit in order to bring in fill to be utilized in connection with the proposed construction. She did receive the letter from Engineer Biegen and her clients have reviewed it.

She called for Robert Hunter of Bohler Engineering to address the comments from Engineer Biegen for the client, 500 Cedar Lane, LLC. He wanted to answer any questions for the governing body. He noted he spoke to the engineer early that day. There were some minor questions and he planned to address them and any additional questions. Council Member Sandusky said it seemed that whenever there was dirt being moved in or out there was always the possibility for the need for the streetcleaner from the dirt that comes off the trucks. He asked if there would be one on-site? Mr. Hunter said there would be one and when and if it was needed it would be used.

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Engineer Biegen said the project was subject to Soil Conservation District regulations and oversight. Mr. Hunter said standard soil conservation items were included in the plan, such as watering the soil. All the requirements would be in place by the time any soil is brought. Regarding the soil itself, no contaminated fill would be used. The source would be a quarry or a sandpit, or it would be extra from another site that would be properly tested and documented to be clean. The documentation would be provided to Engineer Biegen. The route would be from Route 130 to Cedar Lane directly to the site, and back. No residential neighborhoods would be affected. All the work would be done in accordance with township regulations, set forth by ordinance.

Council Vice President Ostrander asked how many truck loads there would be? Mr. Hunter said there would need to be 70,000 cubic yards of fill so that would be about 3,900 trucks. That would be about sixty trucks a day. He estimated it would take about two months, and hoped, based on the approvals to start moving soil as soon as possible. He estimated it would begin in the springtime.

Mr. Hunter said he met with the Township Police the previous day. Everyone in town had been extremely helpful with this process. Council President Lovenduski said the biggest concern would be around 7:00am to 7:30am when children were heading to school. Mr. Hunter said it is understood and he spoke to the police about construction traffic as well as the soil. Once there was a tenant, there would be another meeting with township representatives. Also, once there was a contractor selected all the concerned parties would meet to discuss how to accommodate that concern.

Administrator Brook said that the approval could be given with conditions being the items in Engineer Biegen's letter, requiring the streetsweeper and the preference that no trucks would arrive to the site before 8:00am to avoid conflict with the schools. James Knopka of First Industrial Realty Trust said he would agree to the conditions. Mr. Knopka said there would not be sixty trucks showing up at the same time. There would probably be one truck every ten or fifteen minutes.

It was the MOTION of Sandusky, seconded by Baldorossi to approve the **Soil Importation Permit** with the agreed upon conditions. All ayes.

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Township Engineer

Engineer Biegen said the Road Program had been advertised and the bids would be accepted on March 1. Hornberger Avenue with options to go further was going to be advertised on Tuesday and the bids would be accepted on March 15. The **Salt Shed** and the **Sidewalk Project** should have the bids accepted on March 22. There will be a lot of projects that will be moving along very shortly. Contractors have been picking up bid specs.

Chief, Captain & Lieutenant: Overview of Police Department

Administrator Brook said here this evening were Chief John Bunce, Captain Brian Boldizar and Lieutenant Jonathan Greenberg to present an overview of many of the projects the department was working on in town. It is good to encourage interaction and discussion. There is more required than what can be seen easily. An example is the grant the police recently received for body cameras. It may seem easy to just put the cameras on and be done. There are a multitude of Standard Operating Procedures, how they would be used, adhering to the guidelines of the Attorney General. The administration asked the officers to come to the meeting and share some of the new initiatives of the Police Department and where it is going.

Chief Bunce came forward. He said he planned to give his overview of the department and then the Captain and Lieutenant would update Mayor and Council on their individual assignments and what they were working on day to day.

He said the Detective Bureau was currently working on some covert operations and doing surveillance around town. He could not share locations because it would compromise the investigations. There was some active narcotics surveillance. In addition, the department has shared many fraud alerts with the public. The department uses social media to communicate with the general public. It was also continuing to focus attention on the Light Rail. There were some details held there in the past and there has been some undercover work there in the past. New Jersey Transit has been helpful and working well with the Florence Police Department. Both groups are fighting narcotics trafficking and misuse of the trains.

There was an Alcoholic Beverage Control violation at one of the local establishments and the department took appropriate action. The department is currently working with the Department of Education. The school had an unannounced security assessment. Only the superintendent and the command staff of the police department were notified. There were unannounced lock-downs of the Riverfront School and Florence High School last week. The schools and their security were assessed for any deficiencies. There were numerous deficiencies identified and a report was prepared by the State of NJ. The Police Department will be meeting with the Superintendent of Schools next week to review the deficiencies. The Police Department is actively working on a security plan for the school to have a very in-depth response plan. The one that was currently in place was sufficient but the extra efforts the police would like to add would go a long way to making sure everyone is on the same page.

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He noted as seen in the monthly report, there had been a significant upswing involving drug arrests and DUI's. The officers were working hard and looking for any suspicious activity and it was evident by the reports. The report also showed that there have been several trainings and seminars throughout the township through the Community Policing Unit. The officers have been trying to meet with senior groups and Homeowners' Associations and the like to try and expand the roots in the community and to receive feedback.

The video system in the police station was currently being upgraded. The current system crashed. Lt. Greenberg was able to perform a temporary fix and within the next week the new system would be up and running. There have been some changes to the interior of the building as well. Clerk Pete Bird was moved to the front window and some furniture was rearranged to make it more accommodating. He is more accessible to the public. There was a new office developed where Clerk Bird's desk used to be. The server was also relocated. Everything that was in the dispatch center was cleaned up. The wires were dealt with. Everything is now located back in the mechanical room. There is one central location now for electronics and media.

There are some limitations in the department as far as size. The department was at capacity for the space that was available. There were some security issues and concerns about the current operations and how prisoners are handled. There was only one identification room that serves as an interview room and processing room. The department literally could only process one person at a time. There are three cells that are useable but the plumbing was questionable. There were some minor fixes last year that were makeshift to keep things together. For now it is holding but it was an area of concern. There was water leaking behind the wall and it was fixed but some of the parts are so antiquated that they weren't even produced anymore. One of the other cells the department had was used as a storage room for records and things of that nature.

The identification room was located next to the cells. There have been instances when prisoners yell to each other to not say anything, even if they weren't involved in the same incident. It interfered with the ability to process offenders. They couldn't be processed in the Detective's Office because it was not a controlled environment. Some interviews were conducted there but only with people the officers know would be cooperative. There was an incident several years ago of someone breaking the glass between the interview room and juvenile waiting room. There were some security concerns. There was a second interview room that was outside of the Detectives Office. It was not ideal but the department was working with what it had. It had a lock that had to be removed because juveniles could not be held in a room with a locked door. The department cells were found to be not suitable for holding juveniles. The department had to follow the rules for detaining juveniles and sometimes it created safety concerns for the department.

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In addition, the department does not have a female locker room. That has been an issue for years but he would like to address it. The Evidence Room was at maximum capacity. There are stringent guidelines regarding what had to be retained and what can be disposed of. The Evidence Processing Area was in the Mechanical Room. The room did not have good ventilation. The department does not have an Armory. There is an area to store weapons and they are locked, but there really should be an armory with alarms and cameras. The building requires expansion for the department to be properly suited to carry out its operations.

Captain Boldizar said he appreciated the opportunity to appear. He was going to speak on the Operations Bureau and what has happened in 2015 and what the department is looking for in 2016. Under the Operations Bureau there were five branches. The first division he wanted to discuss was the Patrol Division. This year the supervisors were switched. The department went to permanent squads about a year ago. This year rather than switching the squads, they were easing into it and switched the sergeants. It gave the officers another supervisory perspective. Different supervisors work different ways. The officers had indicated they preferred the permanent squads. Before the permanent squads, every twenty-eight days the officers would rotate to a new squad and be with new officers and a new supervisor. That caused many issues. Officers were getting a new supervisor every month and it was hard to adjust. The new system seems to be working well. The sergeants have been submitting monthly job site observations.

There had been Riverline details sporadically throughout the year. The department has a very good relationship with the New Jersey Transit Police. Ultimately the problems from the train stations, especially the Roebling train station seemed to spill into the community. There hasn't been a detail run there that did not have any arrests. NJ Transit has a processing truck that has computers and two cells inside that they bring. It makes it run smoothly.

The first year of electronic ticketing was 2015. The officers liked it. It is less time that they have to spend on stops. Toward the end of the year the profiling report was integrated into it. The officers used to have to document all of the information. Now when the driver's licenses and registrations are scanned, all of the data automatically is transferred into the electronic shift sheet. The officer added the race codes, if a summons was issued and if they searched the car. The information was uploaded to a data base and when the Racial Profiling Reports were run semi-annually; the information is all available. It saves officers time on the road and it saves the department time from collecting data. It has been working out really well.

Administrator Brook said an officer would not know the race of an individual, the officer would know what the incident was. That showed the scrutiny and the level of oversight that police departments have in today's world. This was much safer for the officers now. There was a large amount of information that was entered and was closely examined. Captain Boldizar said the database made it easier to search for information. The information was completed by the officer in the patrol vehicle and was uploaded. It all used to be handwritten on the back of the shift sheet. The shift sheet would be turned in and then one of police clerks would have to enter it.

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The old database was not user friendly when it came to pulling statistics for the reports. Chief Bunce said the old system was very antiquated and just compiled statistics over the officer's career. The new system could pinpoint an exact six month period. As an officer goes through time, they have thousands of stops so it would take longer for someone to notice a red flag. The old system was through the county and the department decided to go with the new system. Regulations require them to have these capabilities.

Captain Boldizar said the Patrol Division at the beginning of the school year was able to have an Education and Enforcement Detail. For the first week of school the unit focused on school safety. There were pedestrian cross walk details. They got out on foot at the schools to help with the flow of traffic during drop off and pick up. During that time they wrote fifty nine motor vehicle summons and made four arrests. The officers were great during that time. They allowed shifts in their schedules and were very flexible. They enjoyed the detail.

In the Training Division, the department had a recruit, Zachary Czepiel, currently in the Field Training Program and scheduled to be done April 7, 2016. All indications were that he would finish on time. The department had been getting good reviews from the Field Training Officers. He will be an asset to the department. Recruit Chris Green was currently attending the Camden County Police Academy. He was scheduled to complete it on March 22, 2016. He would report to the department on March 23 and begin his Field Training Program. The training would run until July 6, 2016. The department was receiving positive reviews about his performance.

He said the department implemented a Power DMS, which was a data management system. It falls under the Training Division because all of the officer's training files were in there. The system is used for all of the department's policies and procedures, memos, training and it electronically documents when an officer signs off. It is also helpful for the officers when they are out on the road. If they have a question about a policy or procedure they could go onto the computer in the vehicle and look up the most up-to-date information available. The system has worked out very well. Also, in the Training Division, there were four eight-hour in-service trainings. Two of them were at the FBI range at the Joint Base. The department has a very good relationship with the FBI. The FBI allows the department to use its range. This is good because there are shoot houses there and it allows the officers to train in real life scenarios using simulations. Everything out there is covered by the FBI and they allow the department to use the facilities. It is great training. The officers enjoy the training and the benefits of the training are immense.

The department also had an eight-hour active shooter training at the Riverfront Middle School. The tactical trainers from the FBI with nationwide experience were able to bring that to Florence and train the officers. These were the people who were actually dealing with the real school shootings and they were able to bring the experience to the officers. Some of the school officials participated in the training as well. He felt confident that if the department were to face a situation like that they would know how to respond.

Officer Jason Silk was joining the DARE Program. He will begin the training in May. It is a two week course. He requested to be able to be a part of the program and is very excited.

The Training Division had a total of 1,478 hours in additional training in 2015. Detective Corporal Ford would be working with the Water & Sewer and Public Works Department regarding the use of the AED's. Detective Ford and Officer Paul Wright would be attending training to teach CPR. They would be able to teach the department and possibly expand that to include the township employees.

The Traffic Safety Unit does annual job site observations of the Crossing Guards. This was helpful because the officers were able to collect information on safety concerns. The department had been working with Public Works to address the issues at the different crossings. Sergeant TJ Sadar conducted the in-service training for the crossing guards in September. The township does its own training; many other municipalities use Burlington County for training. Ours was better for the crossing guards because it was not just a general training, the officer was able to discuss each post and answer specific questions. Unfortunately, the township did lose one crossing guard because her husband became ill.

Officer Anthony Cardone was added to the Traffic Safety Unit. He was going through Traffic Safety Training. Captain Boldizar thought he would be a good resource to the unit. He is very motivated. Last year the Traffic Safety Unit investigated one fatal motor vehicle accident and there was a serious pedestrian-motor vehicle collision.

There was a training at Route 130 and Hornberger Avenue that was held during the night. It was for crash scene diagraming. There were many changes and upgrades at that intersection the data needed to be updated. The Traffic Safety Unit mapped the intersections. It served two purposes. It gave the officers a training moment on the equipment. It isn't used that often. It also means that if there is a motor vehicle collision, the officer only has to document where the vehicles were with the laser equipment. The officer can then enter the information that was scanned with the laser into the diagram that was previously created. This shortens the time an intersection would need to be closed or restricted.

The Traffic Safety Unit also has a Traffic Data Recorder. This is placed at intersections and roadways where residents say there was a speeding problem. When an officer was sent the results were often skewed. An officer sitting in a patrol car tended to make people drive more slowly. At that time that was the only way to conduct traffic studies. The data recorder is a box that is mounted on a telephone pole. It just looks like part of the regular equipment and is not conspicuous. While it is mounted it collects data on speed and car counts in each direction. The data is then downloaded. It provides a large amount of information. What the department has been finding when it runs the surveys is that people perceive cars going much faster than they really were. Having the data helped the department show residents the actual speeds.

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Council Vice President Ostrander asked if the box had been used on Fifth Street since the traffic calming measures were introduced? Captain Boldizar said there was going to be a full mark up on that intersection because of the volume of complaints. The Traffic Data Recorder was used there and the average speed was 32 mph. The program was able to identify best patrol hours. The supervisors were given the times to have officers there to enforce the speed limit. The department was still active in the area. The equipment was an asset.

The Traffic Safety Unit provided assistance to the school district. There were concerns at the middle school and at Roebling School. The student population has been growing and there were many more cars coming to those areas. The unit worked with the district concerning the Cedar Street drop off. The first day was a traffic nightmare, however it seemed the parents have adjusted. The superintendent reported that both Pine and Cedar Streets were now running smoothly.

The unit is in the planning stages of DUI checkpoints for this year. The dates were still being worked out. The department was trying to use social media to its benefit. Everyone now is on Facebook and Twitter. The department was trying to keep Facebook as positive as possible. When the department first started it was posting warrant arrests and things of that nature. It wasn't working the way the department had planned, it had been hoping for more of a positive. Now the posts are more community oriented. Major incidents were still included. There are many forms from the police department available electronically. Social media and the internet was the way to go now. An example was the information that was posted about the IRS Phone Scam. There were 2,000 views and it reached out beyond Florence Township.

Captain Boldizar said the officers worked really hard. On top of everything he had described this evening, the department answered over 9,000 calls. These were service calls. Stopping cars was not included in that number. They are working hard.

Special Officer Ben Palombi recently resigned. He handled fleet management. The department was able to secure an agreement with Lucas Ford. The maintenance costs were very good. The issue was that vehicles were sent out for repair and were out of service for long periods of time. That would put additional mileage on other cars. Lucas promised a quick turn around. They are close by so if there were any issues, it would be easy to get vehicles to the shop. The shop works on Ford and Chevrolet vehicles so all of the department vehicles would be serviced there.

Last year two officers were assigned to each of the vehicles. Fleet maintenance decreased significantly. The officers took more ownership of the vehicles. It also evened out the mileage and allowed the department to maintain the vehicles.

The department started using a software program called VCS for scheduling and payroll. The entire township was switched over to it and the department has been helping with the transition. The software does time management.

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This is an age where everything is electronic. The program documented everything the officers used to have to document by hand in many different places. It put everything in one place. It has been working very well.

Mayor Wilkie thanked Captain Boldizar for the information. He noted that the Chief discussed the facilities. The building is thirty-three years old and the rules have changed. What was state-of-the-art then is now outdated. What is required for juveniles has changed. Many of the regulations have changed. There are new technology demands. The department needs to be able to go out and do its job.

Lieutenant Greenberg explained that he oversees the Administration Bureau. He also oversees the Detective Bureau. Chief Bunce touched on some of the operations that are currently underway. Lt. Greenberg said he was fortunate because he served on the Detective Bureau from 2005 to 2009. The Detective Bureau is very proactive and knowledgeable. They work hard and do a great job. There were some active investigations that are on-going. Regarding technology, the department is doing things that he never thought they would be able to do. He was very proud of them and they do a really great job. The bureau is highly respected throughout the community, Burlington County and the State of NJ.

He said Community Policing was a big part of his duties and it was very necessary. The police became more connected to the community. The department reached out to different organizations and the results have been amazing. The department worked with the School Resource Program. There are numerous police programs in the schools, such as D.A.R.E., internet safety, anti-bullying. An officer also does a presentation in the Driver's Education classes. The department joined the Municipal Alliance, which was a program that does drug education in schools and some other outreach programs.

The department was also developing security plans for the schools, including the Fountain of Life School. Fountain of Life was interested in getting more involved with the school programs, including Adopt-A-Cop and D.A.R.E. The department wanted to make them part of all the programs available to the schools. The programs are also offered at the Charter School. The children enjoyed the programs and interacting with the officers.

The department started a Community Awareness Program. They hold quarterly meetings with the various community associations. They met with the Florence Senior Group a couple weeks ago and did a presentation on home security assessments. Officers visit residences and check for safety issues like proper lighting, shrubbery, locking systems and things of that nature. The program was held in association with the Sheriff's Department. The Sheriff's Department had a grant for the program. They have certified technicians who go out and make some of the repairs, such as lock work and trimming hedges. There were several done in Greenbriar after the police presentation. The form is available on the website. The officers were trained in-house to perform the inspections.

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Also at the quarterly meetings the officers provided information about the department Facebook page and Nixle. They brought a laptop and signed people up for Nixle notices. The department addressed isolated concerns specific to the certain areas if necessary.

The department is currently working on the policy process to create a Chaplain Program. They would like to become involved with local churches in the event that something happened that would require the assistance of a Chaplain. The department is working with other local police departments to try and create a regionalized Chaplain Program.

The Car Seat Program has been very successful. The department was able to provide car seats to those that could not afford them. There are also certified safety inspectors in the department. They installed and inspected car seats as a service to the community.

Lt. Greenberg said there were some initiatives the department would like to implement in the future. They would like to integrate the Community Policing at sporting events. It would be a "captive audience" and parents would be there. It would be an opportunity to promote some of the current programs and the officers would be able to reach out to members of the community. The department would also like to start a gun safety program. It would be similar to the D.A.R.E. Program. The goal is to educate children and their parents about gun safety. It's a very good program.

The Senior and Junior Police Academys were very successful. The department would like to continue working with the Burlington County Sherriff's Department on this worthwhile program. Another program is Operation Medicine Drop. The department is still in the early stages of looking into how the program operates. In a nearby municipality there is a mailbox that is bolted down. It is in the lobby area of the municipal building and is under video surveillance. Residents can dispose of old medications and things of that nature. The department currently accepts old medications, but the box in the lobby would allow more access for the residents.

Lastly, he wanted to discuss the grant for body cameras that was previously mentioned. The department went through the process. The process was changed three times during the writing of the grant application. The grant was approved by the Attorney General and the department received \$13,000 toward body cameras. Eventually the cameras will be mandatory. The department wants to have them. They are very positive. He asked if there were any questions?

Administrator Brook said this was great opportunity to talk informally with the officers present. The theme is technology, including the body cameras. It's hard to imagine how many people pull out their cell phones when they are stopped. Technology is an advantage to them, but in many ways it is also not used in a true way because of editing technology. The body cameras would provide a true record of what happened during police interaction with the community.

The officers were trying to provide more police roots in the community and more cooperation. The department was running some fantastic programs for the community.

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The Data Management System was also a piece of new technology. It's hard to imagine what the officers deal with on Discovery. They are inundated by lawyers who want to see a slip up to get a case dismissed. All the technology helped them to be compliant with the requests.

All of the initiatives were a credit to the three officers present. Training is very necessary. It is reflected in the budget. It all comes down to liability. He discussed the Sovereign Citizens, who when stopped going 90mph tell an officer they have no authority to stop them. The department has dealt with them first hand. It is a very different society at times. There are many good people, but the officers deal with an undercurrent of society that is hard to comprehend.

Chief Bunce said the department's goal is to be ahead of the curve. They stay well informed. They feel the body cameras would be an asset. The car cameras would integrate with the body cameras for a full picture of an event. The training was important also. It is a liability, that's why the department strives to keep the officers at the level they have reached and even beyond.

Council President Lovenduski said it is a "great police department". He was able to watch the training at Riverfront. It had to be the hottest day of the year, but they seemed to enjoy the training and they seemed to get a lot out of it. It not only helps the officers but helps the schools. They know the officers are trained very specifically for these kinds of situations and were trained very well.

Mayor and Council thanked Chief Bunce, Captain Boldizar and Lt. Greenberg for attending and providing the information. Chief Bunce said he would like to end on a positive. **Officer Nathan Tompkins was honored by the 200 Club of Burlington County for saving someone who had a Heroin overdose with Narcan in Hamilton Township.**

Township Administrator

- **Performance Bond Request for Release: Legacy at Meadowcroft – Update**

Administrator Brook said the township filed a claim against the bond. The developer requested a release of the Performance Bond. There are still a few items that are being dealt with, primarily the basin. The township advised the developer that it cannot be resolved before spring because there needed to be additional work on the basin. Either the release would be denied or the developer would give an extension. The developer provided a letter providing a sixty day extension. A resolution would be prepared for the next meeting that a sixty day extension was put on the performance bond.

Assistant Municipal Administrator

- **Arbor Day**

Assistant Administrator Sahol said he had provided a memo from the Shade Tree Commission in the packet. They would like to have a Tree Planting Project. There would be no cost to the township. It is through the State Division of Forestry. The commission wanted to accept five hundred seedlings for distribution to the residents of the community to place where they would like on their property.

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If Council was in agreement, he had three letters he would like to send regarding the program. One would be to the scout organizations encouraging them to become involved. Another would be for parents encouraging them to plant a tree with their child and take care of it together and the last one would go to the senior groups asking them to plant with their grandchildren. The commission would like to distribute the trees in April, around **Arbor Day**. Thursday and Friday the distribution would be from the Clerk's Office and Saturday the commission member volunteers would distribute the seedlings.

The township's Community Forestry Management Plan will be expiring this year. The committee has already begun the process of rebuilding the plan. The plan makes the municipality eligible for grants and it provides a certain level of liability protection as long as a management plan is in place.

Everyone was in agreement to approve the Seedling Program.

PUBLIC COMMENT

Bill Bott, 64 Riverbank Drive, thanked the township employees for the quality of the snow removal. His street has on-street parking and the street was cleared so that people could get out.

There is a stop sign on his street and people fly through it. Many cars go the wrong way on the one way street. He would like for it to be enforced.

He appreciated the informative meeting with the police this evening. He noted he had been a Chaplain at Robert Wood Johnson Hospital. He offered his services.

MOTION of Woolston; seconded by Ostrander to close the public comment. Roll call vote -all ayes.

9:29 PM MOTION by Ostrander; seconded by Woolston to adjourn. Roll call vote – all ayes. Motion carried.

ADJOURNMENT 9:29 PM: Meeting adjourned.

Respectfully submitted,

JOY M. WEILER, RMC/MMC
Township Clerk

/aek

